

Town of Brentwood
Budget Committee Meeting
Minutes of September 14, 2009

Present: Elyse Seeley (Chair), Tracie May, Bill Faria, Ken Christiansen, and Charlie Gargaly (Swasey School Board Rep.)

Absent: Bob Mantegari, Jeff Bryan (Selectmen's Rep), and Jason Clark

The meeting was called to order at 7:08 PM. Due to a miscommunication and late posting of the meeting, the Chair announced we would not be voting on any business tonight, only discussion.

Correspondence: Elyse shared the correspondence of 9/15/09 to all Department Heads suggesting ways to improve this year's budget process, including consideration for the economic climate, and a need to come in as close to last year's budget as feasible. (Letter attached.) Though our vote on the letter today would not have allowed it to go out in a timely manner, the letter was signed and endorsed by Jeff Bryan on our behalf as well as Selectmen. All members supported this. The Selectman noted 10/6/09 as the date for review of the Budget Committee's budget. Elyse will ask for a date of 10/13 to allow a vote on the budget at our 10/09 meeting.

Old Business:

Meeting Minutes: Voting on the April 20th, August 17th minutes will take place on 10/09. The minutes have been distributed to all committee members.

Review of School Budget (Charlie Gargaly, rep) Charlie advised that the school returned \$146,000 to the town. There was a brief review of Federal revenues for the schools, with acknowledgement that it varies from year-to-year depending on variables including the number of Title 1 children in the system. Charlie will check on the number of K-5 children enrolled at Swasey this fall. A letter sent to parents in August stated the number as 377. At year-end 2008-2009 enrollment was 433.

Review of COOP School Budget (Elyse Seeley) Updated figures on the Education Funding Analysis sheet, dated 7/01/09 showed a positive year-over-year change of the Adequate Education Grant (AEG) for Brentwood of \$222,252 (14%).

Review of Town Revenue info and fiscal state of Brentwood Following up from last month's meeting, Elyse requested revenue information from the town. The Revised Estimated Revenues (form MS-4) was provided by Julie Stevens. Elyse will request additional information, including the dollar amount of property taxes billed and collected-to-date, to gain a better view of the situation. The Town of Brentwood Unpaid Balances Report was provided to BudCom by the Clerk's office and showed:

- 92% of property taxes have been collected,
- 1,707 parcels were billed and 60 remain unpaid (representing 36 owners w/ 2 of the owners being R/E developers)
- 4 properties have received foreclosure notices and an additional 2 are now bank-owned

- 82 owners have made partial payments for 2009.

Budget Committee "Field Trips"

The 10/2/09 date has been changed to 10/09/09 to make a trip throughout the town and school properties to gain a current perspective of the condition of town properties, the library and elementary school, and to assist us in understanding operations and operating cost issues. Elyse shared the final copy of the letter she sent out to Town Departments explaining the reasons for the upcoming visits. The trip will commence at 8:15 am at the Town Offices. Sites to visit will include: Fire Hall, Brentwood Recreation Facilities, Highway Shed, Police Dept., Cemetery, the Grange, Swasey School, and the Library. Selectmen were also invited.

2009 Meeting Schedule: (all meetings at the town offices unless otherwise noted)
October 9th (meeting /town field trip), November 9th and December 14th.

2010 Meeting Schedule: January dates will be set later in the fall, although it is to be noted that the Budget Public Hearing on Town and Swasey School budgets is scheduled for February 8th at Swasey School (with a snow date of the 12th) to ensure state timeline compliance.

Other important dates: January 26th and February 5 (Warrant Articles, final posting); Town Meeting March 9th.

The meeting adjourned at 8:18.

Respectfully submitted,

Tracie May, Committee Secretary

APPROVED